Undergraduate Courses of Instruction

Art (ART)

245 Art Appreciation (3).
A study of the visual arts emphasizes the capacity of forms to convey meaning and be the vehicle for embodying views of the world. Critical and discernment skills are developed through the comparison/contrast of a Biblical Christian paradigm for evaluating the arts to various historical, cultural, and individual art practices and products

Biblical Studies (BIB)

214 Old Testament History (3).
A historical survey of the Old Testament and some of its basic themes, with an emphasis on the character of the God who reveals Himself through the Bible. Since God has created humankind in His image for fellowship with Him, there is consistent reference to the terms of that relationship. God is presented as holy, loving, sovereign, while people are presented as responsible for loving God, loving their neighbor, and caring for all that God has created. Attention is given to the promises and demands God makes which are relevant in our relationship with Him today.

This course is a historical survey of the New Testament and some of its basic themes, with an emphasis on Jesus Christ as God who became a human being. Since Jesus came to seek and to save the lost, attention is focused on the salvation He came to bring and how it is received. Since Jesus continues to be God, attention is given to His Lordship over history and human life. The implications of His Lordship for our lives today are examined.

Biology (BIO)

255 General Biology I (3).
This course is designed to acquaint the student with the basic structures and life processes in animals as designed by the Creator. The major emphasis is on human anatomy and physiology. The course will include a brief overview of molecules, cells, and tissues. The major emphasis will be on mammalian organs and organ systems. The following organ systems will be emphasized: epithelial, skeletal, muscular, nervous, circulatory, respiratory, excretory, and reproductive.

256 General Biology I Lab (1).
Corresponding online lab session for General Biology I lecture.

260 General Biology II (3).
This course is designed to acquaint the student with the diversity of the living world as designed by the Creator. The organisms and the environment were initially designed with perfect interactions, checks and balances, and mechanisms for interdependence between microbes, plants, animals, and their nonliving environment. The major emphasis will be on the classification of organisms, the interactions between those organisms and the environment, and macro- and microevolution and creation.

265 Basic Nutrition (3).
Principles of food composition; diets: emphasis on the macronutrients and micronutrients, personal diet management, and the effect of diet on the human body.

Business (BUS)

228 Personal Finance (3).
A study of the basic principles of planning and managing personal financial matters. Emphasis is on developing the personal financial planning skills needed to meet individual objectives and goals.

304 Business Communication (3).
A study of the modern techniques of writing a variety of effective business memoranda, letters, and reports. Also included will be the presentation of oral reports.

307 Intro to Electronic Commerce (3).
An introduction to the use of computers and the Internet in the marketing process. Traditional marketing concepts, along with a Christian worldview, will be integrated with modern computerized marketing techniques.

308 Negotiation and Conflict Management (3).
This course focuses on developing individual skills in negotiation and conflict resolution for management. Planning negotiation strategies and practicing conflict resolution through role play and team activities will expose the student to planning techniques and coping behaviors within the organizational environment. This course teaches mediation and conflict resolution skills aimed at helping students to resolve disputes and to preserve relationship and appropriately intervene in conflict within an organization. Students are directed to Biblical scripture that supports conflict resolution, negotiation, mediation, and love for fellow man. (No pre-requisite is required).

309 Business Computer Applications (3).
A study of computer applications essential to business today. Emphasis on software applications in communication, statistics, and finance. Emerging computer technology will also be discussed.

316 Project Management (3).
A study of techniques for planning and managing projects. Based on common project management principles, the course investigates the processes and challenges of planning, managing, monitoring and controlling projects during execution. Lecture is reinforced with case studies.

320 Introduction to Marketing (3). Prereq: ENG 103 or 108.
An overview of the marketing discipline with emphasis on planning and the development of competitive strategies. Specific topics include the marketing environment, marketing research, advertising, personal selling, sales promotion, pricing, new product development, and distribution channels.

326 Principles of Management (3). Prereq: ENG 103 or 108.
An introduction to the foundational principles and the basic management techniques that every manager must master to succeed in today's fast-changing, competitive environment. Emphasis is on the planning, organizing, managing, and controlling functions.

327 Small Business Management and Entrepreneurship (3).
A study of management principles and techniques, focusing on applications to established small businesses and to new ventures. Emphasis is placed on leadership and the role and functions of entrepreneurs.

330 Management of Non-Profits (3).
The study of management issues for non-profit corporations including fund raising, outreach and building community support as well as standard techniques and principles of business management.

360 Quantitative Methods (3). Prereq MAT202
The study of quantitative and decision-making tools used in managing the conversion process that transforms inputs (such as raw materials and labor) into outputs in the form of finished goods and services.

362 Human Resources (3). Recommended Prereq: BUS 326.
An investigation into the nature and behavior of humans as we relate and work together in organizations. Practical applications are made to the following: selection and retention, training, motivation, compensation, discipline, and organizational design.

A study of the sources and uses of funds in modern business firms. Emphasis is on capital markets, the time value of money, risk and rates of return, the valuation of bonds and stocks, financial statement analysis, financial forecasting, and capital budgeting.

Application of research methods in collecting, recording and analyzing decisions relevant to management decisions.

406 Finance and Accounting for Managers (3). Prereq: MAT 202
A survey of basic finance and accounting tools used in managerial decision-making. Topics include acquisition and allocation of financial resources, net present value, capital budgeting and accounting systems.

412 Organizational Behavior (3). Recommended Prereq: BUS 326
A study of human behavior at the individual, group, and organizational level with topics including personality, motivation, teams, leadership, power and organizational structure.

414 Business Law (3).
A study of the basic principles of law that apply to business transactions, thereby providing a basis for confidence in reaching decisions within the framework of rules of law. Primary emphasis is on contracts, agency, and the legal environment of business.

418 Business Ethics (3).
A study of basic ethical principles as applied to the major problem areas facing economic systems and to decision-making in the corporation and in society in general. The basic ethical principles and the accompanying value system used are biblically based.

419 Business Policy (3). Prereq: Student must be of a senior class standing or have permission from the instructor.
A study of the methods used by business firms in developing and evaluating strategies and policies to achieve goals and objectives. A computer simulation business game is played as part of the course.

420 International Business and Development (3). Recommended prerequisites: BUS 320, 326, and ECO 407.
A survey of the operation of the firm in a global environment. Topics include global markets, international trade, foreign exchanges, trade policy, international politics, cross-cultural management, global strategic management, organizational design, and controlling.

Business Administration (BBA)

302 Business Foundations (3).
This survey course introduces students to the key foundations of the business world. Students will see how the many pieces fit together, laying a foundation for future study in each area of business.

320 Financial Accounting (3).
An accelerated Financial Accounting course designed to provide the student with a study of the principles and techniques used in modern financial accounting.

321 Administrative Accounting (3). Prereq: BBA 320.
An introduction to the principles and techniques used in modern managerial accounting, this course emphasizes job order and process cost systems for corporations.

Computer Science (CSC)

102 Introduction to Computers (3).
This survey course introduces computer hardware, software, procedures, systems, and human resources and explores their application in business and other segments of society. Use of operating system commands, word processing, electronic spreadsheets, presentations, and database management systems is accomplished through “hands-on” projects using microcomputers.

309 Computational Methods Using Excel (3).
A study of the use of computer spreadsheets and embedded functions to solve otherwise complex mathematical problems of personal finance. Topics include introduction to spreadsheet basics, computing interest and payments for loans, investments, mortgages, and other amortized loans. Also included are financial statements, what if analysis, and risk analysis using expected value computations.

Economics (ECO)

210 Comparative Economic Systems (3).
A study of how economic systems function. The course analyzes and contrasts different economies. The impact of a society’s predominant worldview and government are also examined, regarding their effects on the functioning and performance of the economy. Socialistic systems are compared with capitalistic systems to bolster the student’s understanding of how economies work.

407 Survey of Economics (3).
An introductory study of parts of the economy including consumers, firms, industries, and markets. Emphasis is on firm pricing and resource allocation. Also included is a study of the economy as a whole, emphasizing national income, employment, prices and inflation, and output in an economic system. Problems in controlling and forecasting economic fluctuations are also examined.
Composition and Rhetoric (3).
An introduction to the process of writing, emphasizing skills in proper use of grammar, paragraph and essay writing, and critical thinking while exploring the relationships of composition and rhetoric. Emphasizes the Christian responsibility to use language effectively and ethically.

Effective Research Writing (3).
An online course designed to develop critical thinking through group evaluation and discussion in research writing and compositional skills which introduces and uses recognized research techniques and styles of documentation and organization of thought through literary examples.

Survey of World Literature (3, 3).
A survey of major continental authors and their writings, the literary historical periods, and the linguistic cultures of various nations. ENG 203 covers the Greco-Roman and Hebrew-Christian periods through the Renaissance; ENG 204 from the Enlightenment to the modern and postmodern eras.

Introduction of Modern Geography (3).
A one-semester course introducing the five foundational themes in contemporary geography: location, place, human/environment interaction, movement, and regions.

Healthcare Organizations in the United States (3).
This course provides a broad overview of the various functions of the United States healthcare system. The student is introduced to the nature of illness and disease, and utilization characteristics are examined. The various forms of provider models and service delivery systems found in private and public health sectors are described, including ambulatory, acute and long term care. The human, technological, and financial resources required in the delivery of healthcare are examined. Measures of success are discussed, i.e., patient outcome, regulatory compliance, and service efficacy and efficiency. The role of state and local politics in policy formation and implementation are reviewed. The various stakeholders in healthcare delivery are identified.

Healthcare Quality Management and Outcomes Analysis (3).
This course examines the relationships between business and healthcare outcome measures. Methods for process and outcome improvement are described as well as the statistical application and significance of measuring outcomes.

Financial Administration of Healthcare (3).
This course provides an overview of healthcare financial management from a Christian worldview; Emphasis on use of financial statements for decision-making purposes and application of financial analysis to budgeting, capital project evaluation, and contracting. Other topics include healthcare coding and billing concepts as sell as background information on the legal and regulatory environment and impact on health care delivery.

Ethics in Health Administration (3).
The course identifies ethical issues for healthcare administrators. It is designed to encourage the student to clarify their personal ethics in regard to administration issues. The various responsibilities involving the managing of populations whose ethics may be divergent are identified. A study of the Christian worldview as it is applied to leadership situations, drawing contrasts between biblically-based principles and competing worldviews through the use of case studies and articles.

Healthcare Marketing (3).
An overview of the power of marketing in meeting the organizational challenges in today’s complex health care environment, particularly managed care. This course explores the art and science of how individuals make health care purchasing choices, and the response necessary to gain market share.

Civilization (3).
Survey of significant developments in the world's major societies with the emphasis on western civilization. Studies key occurrences through the early 20th century.
205  **Contemporary World History (3).**
A study of international affairs since World War I, emphasizing recent and current events. It is a selective survey of significant 20th-century political and cultural occurrences, which provides perspective for modern times.

220  **The Influence of Christianity in Western Culture (3).**
A survey of the church from Pentecost through the reformation examining the spread of Christianity and its growing influence in Western Cultures through the end of the 18th century. The course addresses the role of Christianity in cultural development including individual freedom, the growth of science and economic systems, and freedom of religion leading to the American political structures.

**Humanities (HUM)**

320  **Biblical Archaeology (3).**
The study of archaeological sites, artifacts and findings related to historical biblical figures, places and events from a Christian perspective.

**Interdisciplinary Studies (IDS)**

140  **Portfolio Assessment (3).**
Students are introduced to writing portfolios for the purpose of documenting college level learning experience outside the college environment. Topics also include integrating a Christian worldview while reflecting on these life experiences. The final product of the course can be submitted to college faculty to approve college credit in the fields of Business, Computer Science, and other departments subject to the approval of the department chair.

**International Studies (IST)**

201  **Global Culture (3).**
Global culture through study of methodology, history, economic, political, social, religious, and intellectual ideas.

**Math (MAT)**

202  **Quantitative Reasoning (3).**
A survey of practical quantitative topics in mathematics with an emphasis on problem solving, critical thinking, and application. The course is intended primarily for non-science majors. Topics include but are not limited to logical reasoning, math literacy, financial management, statistical reasoning, risk and chance.

345  **Mathematics for Business and Economics (3).** Prereq: MAT 202 or equivalent.
Mathematics for Business and Economics is an introduction to the basic mathematical concepts used in finance and economics. Topics include functions, differential calculus, statistics, and finance. Applications to business are emphasized throughout the course.

**Philosophy (PHI)**

210  **Comparative Religion Philosophies (3).**
A study of the worldviews and practices of religions such as Judaism, Islam, Hinduism, Buddhism, Confucianism, and Taoism. These are compared to and contrasted with the Christian faith.

**Sociology (SOC)**

202  **The Family (3).**
A study of the traditional and contemporary American family and its implication for Christian lifestyles. Issues to be studied include dating, courtship, choosing a mate, marriage, contraception, family planning, pregnancy, child abuse, economics of family life, communication and conflict management, media, divorce, and substance abuse.

**Worldview Curriculum (WVC)**

106  **Intro to Worldviews (3).** (formerly WVC 100).
The first half introduces the student to the Christian worldview and the poverty of alternative worldviews such as deism, naturalism, nihilism, existentialism, and New Age gnosticism. The second part concentrates upon the Christian worldview, explaining what it means to “think and live Christianly” in our world. Emphasis is placed upon
practical ethics, including the topics of equality of persons, human life, the environment, and one’s responsibility to God, self, and others.

218  **Christian Perspective (3).** Prereq: WVC 106.  
This online capstone course integrates the themes, topics, and insights of the Worldview curriculum and applies a Christian perspective to the study of popular culture and media and contrasts Christianity with other worldviews of modernity and post-modernity. This study shows that the Christian worldview is reasonable and that its prescription for life promotes the well-being of mankind.

401  **Kingdom Life: Family and Workplace (3).**  
A practical application of the biblical vision of the Kingdom of God, especially as related to family and workplace. Enrollment in the course is limited to students with senior or junior standing with a minimum of 80 earned hours.